



# COMMONWEALTH OF KENTUCKY JOB CLASS SPECIFICATION

## CARPENTER SUPERVISOR

Job Number: 20000451

Job Code: 11130V000101

Job Group: 1100 - SKILLED TRADES

Job Established: 06/16/1982

Job Revised: 02/24/2006

Grade: 10 Salary (MIN - MID):

\$12,345-\$16,355 - Hourly

\$2,006.08-\$2,657.70 - 37.5 Hr. Monthly Salary

\$2,139.80-\$2,834.88 - 40 Hr. Monthly Salary

Special Entrance Rate:

NONE

NONE

NONE

### PROBATIONARY PERIOD:

This job has an initial and promotional probationary period of 6 months. For additional information refer to: <http://www.lrc.ky.gov/kar/101/001/325.htm>.

**CHARACTERISTICS OF THE JOB:** *Characteristics of a job are general statements indicating the level of responsibility and discretion of positions in that job classification. These are not intended to be an exhaustive list.*

Supervises employees and performs a variety of carpentry duties in the construction, alteration and repair of structures and related equipment; and performs other duties as required.

### MINIMUM REQUIREMENTS:

#### **EDUCATION:**

NONE

#### **EXPERIENCE:**

Must have four years of carpentry experience.

#### **Substitute EDUCATION for EXPERIENCE:**

Vocational or technical school training in carpentry or a related field will substitute for the experience on a year-for-year basis.

#### **Substitute EXPERIENCE for EDUCATION:**

NONE

#### **SPECIAL REQUIREMENTS (AGE, LICENSURE, REGULATION, ETC.):**

NONE

**EXAMPLES OF DUTIES OR RESPONSIBILITIES OF THE JOB CLASSIFICATION:** *Examples of duties or responsibilities are not to be construed as describing what the duties or responsibilities of any position shall be and are not to be construed as limiting the appointing authority's ability to assign, or otherwise alter the duties and responsibilities of a position. This is not intended to be an exhaustive list.*

Supervises and assigns work to employees in the construction and repair of buildings, furniture, doors, windows, walls, floors, ceilings, roofs, cabinetry, etc. Renovates structures and interiors. Installs and repairs locks. Finishes carpentry work through sanding, painting, varnishing, etc. Installs and repairs linoleum, floor tiles and carpet. Builds and repairs auxiliary equipment such as fencing, signs, ramps, gates, guttering, etc. Operates and services saws, planes, drills, jointers and hand tools. Provides assistance in other skilled trades areas. Interprets blueprints and construction drawings. Prepares reports.

**UNIQUE PHYSICAL REQUIREMENTS:**

Incumbents in this job title are required to lift up to 50 lbs. Incumbents are required to climb, reach, bend and stoop.

**TYPICAL WORKING CONDITIONS:** *Incumbents in the job will typically perform their job duties under these conditions.*

May risk electric shocks, cuts or other injuries associated with the use of power and/or manually operated tools.

**ADDITIONAL REQUIREMENTS:**

Upon appointment, employees in this class may be required to maintain a valid driver's license and required to drive a licensed vehicle. This status may be necessary for the length of time in this class. If this is necessary it will be listed in the specific position description for that position. Applicants and employees in this job title may be required to submit to a drug screening test and background check. Applicants and employees in positions which perform job duties that may require contact with offenders in the custody or supervision of the Department of Corrections or with youth in the care, custody, or supervision of the Department of Juvenile Justice must meet qualifications pursuant to the federal Prison Rape Elimination Act, 28 C.F.R.115.17 and 115.317.

*THE COMMONWEALTH OF KENTUCKY DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN, SEXUAL ORIENTATION OR GENDER IDENTITY, ANCESTRY, AGE, DISABILITY, POLITICAL AFFILIATION, GENETIC INFORMATION OR VETERAN STATUS IN ACCORDANCE WITH STATE AND FEDERAL LAWS.*